

KENSINGTON COMMUNITY PARK
Restroom Project

Project Team Meeting # 5
30 September, 2009 4:00 pm

MEETING MINUTES

1. Roll of Attendees.
Greg Harman, Jack Griffith, Italo Calpestri & Andrew Mixer
2. Estimated Costs for Restrooms Located Near the Tot Play Area
 - a. Presentation by Jack and Andrew
Estimate of probable costs and accompanying site plan for three locations in the Tot Play area along with a STEGE sanitary sewer plan presented to project team. Increase above Cul-de-sac location estimated costs could entail a range of probable amounts of \$150,340 to \$234,950
 - b. Comments
Italo and Greg noted that the back up detail in the estimate of probable costs might be confusing to those reviewing the estimate. Simplicity in presentation would be a benefit.
 - c. Revisions
Rather than revisions to simplify the estimate it was decided that Greg would just state the amounts in his agenda submittal to the Board and use the estimate packet as back up if questions from the Board ensued.
 - d. Approval for Distribution
Not germane to the situation.
 - e. Presentation to Board at October 8, 2009 Board Meeting
Greg agreed to put the estimate on the Board Meeting agenda.
3. Current Understanding of Board position on alternate locations for Restroom
 - a. Communication with Board re continuance of work by Project Team
Cathie Kosel communicated Project Team's request for decision on location in order for work on the project to continue.

Jack stated that Charles Toombs is aware of May 26, 2005 Board approval of Cul-de-sac location
 - b. May 26, 2005 Board approval of Design Development Plan
It was noted that the Board had approved the Cul-de-sac location on May 26, 2005 as part of the Design Development Plan. Restrooms were not built at that time due to financial constraints

- c. Update on Annex being used in lieu of separate stand-alone structure.

The KPPCSD Board is considering using the Annex for Board Meetings. The Annex health and safety violations and dry rot problems would have to be rectified prior to its use. Cost about \$38,000 according to Greg.

Greg stated that the use of the bathrooms in an upgraded and fully compliant Annex was a very real possibility in lieu of the Cul-de-sac location for a Park Restroom.

ADA/HC access problems with the Annex location were noted. Essentially there is a gap in accessibility between the upper and lower ends of the parking in front of the Tot Play Area which impedes the handicap path of travel.

- d. Project Team request for Board Decision on location.

Greg agreed with the request to ask the Board to specifically make a decision about the location of the Restroom at the October 8th, 2009 Board meeting.

4. Support for Cul-de-sac location

- a. Tennis players and Val Paola

Extend not known by attendees.

- b. Others?

Italo and Greg had contact with several Kensington residents with whom they would further communicate regarding support for the Cul-de-sac location.

Greg stated he would contact Stasha Garrison and Marilyn Boxer regarding to obtain their support for the Cul-de-sac location.

5. EBRP District

- a. Specifying Restroom location on Grant Application

Required to specify exact location.

- b. Progress Payments

Progress payments of up to 80% of approved grant amount allowed. Can request progress payments once a month.

- c. Availability of Money

Bonds authorized for sale. Sale to begin current or following week. Bond market looks favorable. Confirmation of bond sale and fund availability can be requested in several weeks time.

- d. Challenge to CEQA Exemption Declaration

By law suit

- e. CEQA Exemption Declaration public notification

Public notification not required but a good idea

- f. Requirement for fixed bid amount in Grant application

Fixed bid amount not required. Estimate will be reviewed for accuracy during application process.

6. Procurement process

- a. Pre-qualification of contractors for bidding
Greg to request legal counsel clarification.

EBRP District requires the use of the local procurement policies. Policies can be created to meet the needs of the community.

- b. Decision to award contract
To follow KPPCSD procurement policies.

7. Action taken since last meeting

- a. *Tot Play Area probable cost estimate by Jack and Andrew*

8. Other items of discussion

- a. *Roll of KMAC in approval process discussed. Conclusion was that verification of KMAC's exact role needs to be clarified.*

Upon a location decision by the Board, Andrew will research the situation and clarify KMAC's exact role in the approval process.

- b. *CEQA consultant may be enlisted to help formulate Exemption Declaration. Declaration to be signed by KPPCSD or their appointee, thus Greg Harman.*

9. Follow-up

- a. Action before next meeting

Greg to present Tot Play Area Estimate to KPPCSD Board of Directors at October 8th meeting.

Greg to request decision by Board of Restroom location.

- b. Next meeting date: *TBD* time: *TBD*